XEROX®

Technology | Document Management | Consulting Services

SMARTsend™ 2.0

Scanning
made fast, easy and secure

Xerox FreeFlow™ SMARTsend™

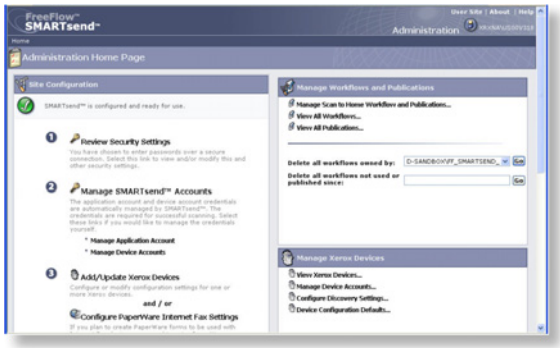
Increase your productivity by unleashing the power of scanning.

Use the power of scanning to transform the way you work. It's possible with SMARTsend software. Use SMARTsend and your Xerox multifunction device to scan paper documents into digital form and distribute them to multiple destinations to make more information accessible to more people.

Work processes made smarter

SMARTsend software helps you simplify information management. Now sharing documents is easier than ever.

- Share hardcopy information in seconds. Scan a document once and SMARTsend will transform it to digital and send it to destinations you've preprogrammed in a workflow – to multiple email addresses, repositories, network folders, FTP folders, web URLs or remote printers.
- Use the Scan to Home button to send documents to your personal email or network folder. Implement as a single scan workflow requiring network authentication or PIN# entry, or as individual scan workflows for each walk-up user.
- When creating workflows for distribution, there's no need to type in email addresses. You'll have direct access to your global mail directory.
- Powerful Optical Character Recognition (OCR) capabilities (available in Pro Version) ensure scanned documents are accurate at retaining page layout and formatting in a wide range of file formats.
- If one destination requires PDFs or TIFFs, and another Word or Excel files – no problem. SMARTsend Pro converts your documents to the formats you specify for each destination in your workflow. And with multiple file formats available (including text searchable PDF, Word and Excel), there's less work needed to edit, store or access documents.
- Turn hard copy documents into indexed knowledge that's immediately available in your document management system. Just use SMARTsend Pro to convert your scanned document into a text searchable PDF and distribute it directly to DocuShare or several other supported repositories.



Easy administrative set-up and maintenance

- Receive delivery confirmation. You never have to ask, "Did it get there?" because you can set up automated email or printed confirmations.

A smart network citizen

SMARTsend software is incredibly IT friendly. It takes the load off system administrators.

- Easy to install – there's no additional client software involved.
- Leverages network user profiles for security and easy access. There's no need to set up individual users. If you'd rather limit access, you can do that too.
- Provides automatic device discovery so users can easily locate the most convenient multifunction device.
- Multiple security features including secure encrypted end-to-end filing via HTTPS, secure device discovery and configuration via SNPMv3, integrated network authentication and password protected private workflows provide maximum security for your sensitive information.
- Tracks workflow usage. The activity log ensures all workflows have an audit trail.
- Allows automatic deletion of expired or outdated workflows.

Wizards intuitively guide users through every step of the workflow

Technologically advanced

SMARTsend software's leading-edge features are designed to optimize your network investment and take your business processes into the future.

- Built on the Microsoft .NET architecture. This allows easy integration with customer environments and third party solutions. It works seamlessly with your existing Windows® network and is accessible across the enterprise.
- Supports multiple Xerox products, including new monochrome and color WorkCentre Pro systems as well as legacy Document Centre scan-enabled devices. You can use one scanning solution across the enterprise.
- Makes finding documents a snap. SMARTsend technology enables you to add indexing information (metadata) to documents – then use that identifying data later to search for them.
- Employs patented TrueMatch linguistics technology (available in Pro Version) for search and retrieval from DocuShare and Microsoft SharePoint repositories. The search is conducted in the English language only.
- An External Application Service Connector provides a method of integration with third party offerings without creating custom connectors.

How SMARTsend™ software works

1 Create the workflow
This is easy. You do it all at your PC using Workflow Wizards. Just indicate your document destinations, the digital format(s) you need, any data you'd like to attach to your document (name, format, title), whether it's a public or private workflow and how you want to publish it.

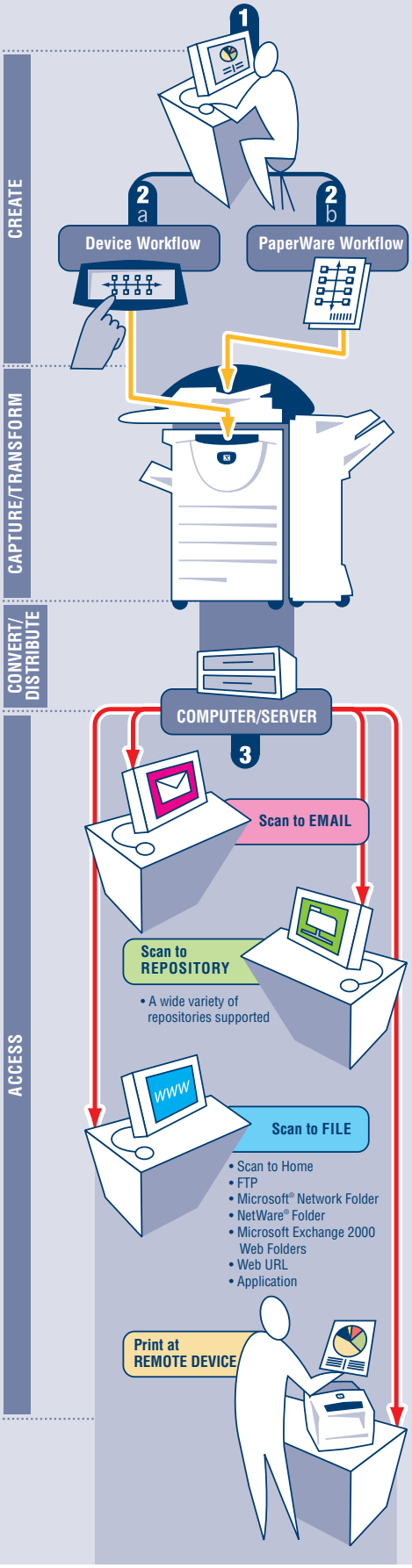
2 Publish the workflow
You can publish a workflow in two ways:

a) At the device
Simply go to the Xerox multifunction device and scroll down the list of stored workflows on the user interface. Select the workflow you created. Then, scan the document for distribution, push the green button and away it goes!

b) PaperWare cover sheet (Pro Version)
Distribution via a PaperWare cover sheet enables you to modify your destinations. So if you only want to send a document to 5 of 10 destinations in your workflow, you don't have to create a whole new workflow.

You simply print out a PaperWare coversheet, which lists the destinations in your workflow. Then check your desired destinations. Next, put the coversheet on top of the document, scan it and SMARTsend Pro interprets the instructions and routes the document accordingly.

3 Enjoy the power of SMARTsend
In one single, simple workflow you've distributed information to multiple destinations and multiple people.



Download a free trial version at www.xerox.com/SMARTsend

SMARTsend™ 2.0

Call today. For more information, call **1-800-ASK-XEROX.** Or visit us at **www.xerox.com/office**

FreeFlow™ SMARTsend™ Key Features

- Web based software application that automates the digital transformation, conversion and distribution of hardcopy documents…making more information accessible to more people
- Scanning workflow creation via web browser wizards
- Send to multiple destinations with a single scan
- Add indexing information (metadata) to scanned documents
- Convert scanned documents into a variety of industry standard formats
- Vary the scanned image format by destination
- Scan to Home feature allows easy set up of scan destinations (email address, FTP site or network folder) for walk-up users
- Secure encrypted transmission of scanned data via HTTPS
- Private Workflows (with MFP Network Authentication)
- Delivery confirmations via email or printed at MFP scan source

FreeFlow™ SMARTsend™ Pro Key Features

Everything in FreeFlow SMARTsend, plus:

- Workflow initiation using PaperWare (scan cover sheets) enables scan destinations to be modified at the scan source
- Integrated Optical Character Recognition (OmniPage Capture SDK 12) facilitates automatic digital archiving and easy document repurposing
- TrueMatch Search and Retrieval Workflow to retrieve documents from DocuShare and Microsoft SharePoint repositories. The search is conducted in the English language only.

System Specifications

For best performance it is recommended that SMARTsend software be installed on a dedicated server/computer. The minimum requirements are:

- CPU: 1.0 GHz or faster
- Hard Drive: 750MB or more free disk space
- RAM: 512 MB or more
- Network Protocol: TCP/IP (also supports HTTP/HTTPS)

SMARTsend software may also be installed on a shared print or file server with the above minimum available specifications.

Operating Systems Supported

- Windows 2000 Server or Advanced Server with SP4 with all critical updates and Internet Information Services (IIS) 5.0 or higher installed
- Windows 2003 Server with ASP.NET enabled, all service packs and critical updates, and Internet Information Services (IIS) installed
- Windows XP Professional Workstation SP2 Platform

SMARTsend software may also be installed on the above operating systems in conjunction with VMware® Virtual Infrastructure or Microsoft Virtual PC / Virtual Server.

Client Requirements

The SMARTsend client interface is web browser-based and can be accessed through the following supported web browsers:

Windows Clients
Microsoft Internet Explorer version 5.5 and higher

Windows/Mac Clients
Netscape Navigator version 7.0 and higher

Mac OS X v10.2 or later
Mozilla version 1.7 and later
Mozilla FireFox version 1.0.6 and higher

Linux/Unix Clients
Mozilla version 1.7 and later
Mozilla FireFox version 1.0.6 and higher

Capture Devices

WorkCentre Pro 32/40
WorkCentre Pro C2128/C2636/C3545
WorkCentre Pro 35/45/55
WorkCentre Pro 65/75/90
WorkCentre Pro 165/175
WorkCentre Pro 123/128/133
WorkCentre Pro 232/238/245/255/265/275
Document Centre 555/545/535
Document Centre 490/480/470/460
Document Centre 440/432/425/420
Document Centre 426/430
Document Centre 265/255/240
(software level 18.6 must be installed)
Xerox 4110 Copier/Printer
Xerox 4590 Copier/Printer
Internet fax or email enabled device (via PaperWare coversheets – Professional version only)
– WorkCentre Pro 685/785
– WorkCentre M20i
– WorkCentre M118i
– WorkCentre M24

WorkCentre Pro and Document Centre Requirements

- Scan to File enabled
- TCP/IP enabled
- lpr enabled
- DNS host name or static IP address assigned

Output Destinations and Repositories Supported

- Email
- FTP
- Microsoft Network Folder
- NetWare Folder (Novell® NetWare – version 5.x or 6.x)
- Remote Printer
- Web URL
- Domino.doc (version 3.1)
- Domino (version 5.x or 6.0)
- DocuShare 3.x, and 4.0
- Microsoft SharePoint Portal Server 2001 and 2003
- Microsoft Exchange 2000 Web Folder
- Hummingbird DM 5.1.0.5 (optional)
- Interwoven WorkSite 8.0 (optional)
- Documentum 5.2.5.SP3 (optional)
- Live Link Enterprise Server 9.5 (optional)

Other Xerox offerings for business transformation:

- **FreeFlow Scan to PC™ Desktop Professional**
  Provides automatic device to desktop scanned image delivery, Secure PDF workflow, professional desktop OCR and direct integration with enterprise content management applications.

- **DocuShare**
  An intuitive, cost-efficient software solution for capturing, managing, retrieving and distributing information globally in a secure, web-based environment.

- **FreeFlow Office Fax Pro**
  Provides integrated, server-based fax functionality, extending powerful fax capabilities to the desktop and enabling walk-up fax capabilities in Xerox multifunctional systems.

  Not available in all markets.

- Xerox business partners offer a wide range of server and client-based software solutions that extend the value of Xerox products by providing advanced solutions for:
  – document distribution and management
  – access and usage control
  – job tracking/reporting and output
  – fleet management

Xerox FreeFlow™ SMARTsend™

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